

DETACHMENT "H"

1 March 1971

STANDARD OPERATING PROCEDURE

H-50-32

SAFETY REVIEW PANEL

1. PURPOSE: To establish a Safety Review Panel that combines flying and ground safety. The goal of the panel will be to review periodically the ground and flying safety of the detachment in the interest of a continuous accident prevention program.
2. SCOPE: The provisions of this SOP are applicable to all members appointed to the Safety Review Panel.
3. RESPONSIBILITY: The Detachment Commander is responsible for insuring an active, effective accident prevention program and overall compliance with the provisions of this SOP. The Safety Officers are responsible for implementation of this SOP.
4. GENERAL: The requirement exists to continually identify and predict possible accident cause factors through an effective, aggressive accident prevention program. The Safety Review Panel permits the comprehensive evaluation and continuous monitoring of the results and progress of such a program.
5. PROCEDURES:
 - a. A Safety Review Panel will be appointed by the Detachment Commander. The Panel will be composed of at least one representative from each of the following sections:
 - (1) Administration
 - (2) Communications
 - (3) Operations
 - (4) Flight Planning
 - (5) Life Support
 - (6) Maintenance
 - (7) Special Equipment
 - (8) Avionics
 - (9) Logistics
 - (10) Security
 - (11) Others as directed by Detachment Commander.

The Detachment Flying Safety Officer (FSO) and Ground Safety Officer (GSO) will normally be the representatives of Operations and Security, respectively. Regardless of affiliation, the FSO and GSO will share leadership of the Panel.

b. The Safety Review Panel will be scheduled to meet, formally, once each month and at other times deemed necessary by the Detachment Commander or members of the Panel. The Panel leadership (FSO and GSO) will prepare an agenda for each formal meeting and distribute this agenda to each member prior to the meeting to provide the member an opportunity to gather pertinent data. The agenda should provide time for free thinking and discussion in order that all areas may be fully covered. All items requiring further action/study by the Panel will be assigned to a member(s) who will report progress at a future meeting.

c. Minutes of the meeting and all results of Panel action and/or recommendations, will be provided the Detachment Commander. These results should include all rationale used by the Panel in arriving at conclusions and recommendations. The Detachment Commander will have final authority for implementation of Panel recommendations.

d. The formation of a Safety Review Panel does not relieve any member of the detachment from his personal responsibility of being safety minded, rather, the Panel is designed to encourage individual safety and as a means to compile and disseminate ideas to all members. All individual members of the detachment are encouraged to provide the Panel with ideas and subjects for discussion.

e. In order to periodically monitor the accident prevention program, the Safety Review Panel will initiate a semi-annual safety inspection and evaluation of the detachment. The Panel will devise an inspection checklist that will adequately cover all aspects of flying and ground safety. Panel members will be selected to perform the inspection of sections other than the one to which they are assigned for duty. Results of these inspections and recommendations resulting therefrom will be reported to the Commander and be given dissemination within the detachment.

6. CONCLUSIONS: Safety is everyone's business. Every step taken should be done so with long range safety in mind. Also, individuals can often observe hazards in other's activities that are not apparent to the operator due to his close proximity and pre-occupation. The Safety Review Panel is formed as a means of wide dissemination of individual observations and ideas and not as a means of discipline.

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Manager